



Facilities and Engineering/Environmental Health and Safety Newsletter

Safety Office: (843) 953-4816, 953-6945/Radio: Channel 1 #98 or #99

Date: December 18, 2019

Safety Counter

88

Days Since Last Recordable

(Contusion/Laceration – Staff/Library
9/25/2019)

(Last injury, Contusion - Grounds)

Safety Stats

3	YTD Campus Recordable Injuries
7.9	RIR Rate (Target: 0.00)
14	YTD First Aids & Report Only
1.9	NCAIS Educational Institution Avg.

Days Since Last OSHA Recordable

990	Zone Maintenance
441	HVAC
352	Grounds
>1,200	Paint Shop
>1,200	Electrical Shop
>1,200	Motor Pool
>1,200	Carpenter Shop
664	Machine/Plumbing Shop
93	All Other Campus Departments



Dr. Conway Saylor

Dr. Conway Saylor, a professor of psychology, is the director of service learning and civic engagement for The Citadel's Krause Center of Leadership and Ethics. Saylor developed more than 35 partnerships between The Citadel and the Low country community, and created the programs through which cadets and students serve those partners. One of the partners is Charleston County School District's Title I schools served by volunteer cadets regularly.

Through Saylor's leadership Citadel cadets, students, faculty and staff provided more than 35,000 hours of volunteer service during 2018-2019 academic year.

Link to Safety Alerts <http://www.citadel.edu/root/safety-alerts>

Link to Safety Newsletters <http://www.citadel.edu/root/citadel-safety-newsletters>

Campus AED Locations: [http://www.citadel.edu/root/images/environmental health-safety/campus-aed-map.pdf](http://www.citadel.edu/root/images/environmental_health-safety/campus-aed-map.pdf)

Flu Vaccination Myths & Facts:

The following information is based on an article in the National Safety Council Magazine dated 2017 and does not reflect the position of the Citadel or the Citadel's EHS department.

MYTH: Healthy people do not need a flu vaccine.

FACT: Healthy people can get flu and suffer life-threatening complications from it. They may also spread flu to people at high risk, including;

- Children younger than 5 (especially younger than 2)
- Adults 65 years old or older
- Pregnant women
- Residents of nursing homes and long-term care facilities
- People with many chronic health conditions and disorders

MYTH: The flu isn't serious.

FACT: In 2015, the flu was the eighth leading cause of death in the U.S. Complications of the flu include bacterial pneumonia, ear or sinus infections, dehydration, and worsening chronic medical conditions such as congestive heart failure, asthma or diabetes.

MYTH: I should wait to get my flu vaccine.

FACT: CDC recommends everyone older than 6 months get an annual flu vaccine by the end of October if possible, as that's usually the beginning of flu season for almost everyone. As long as flu viruses are circulating, it is not too late to get vaccinated, even in January or later.

MYTH: Flu shots are not safe or effective.

FACT: Hundreds of millions of Americans have safely received flu vaccinations over the past 50 years, and extensive research supports the safety of flu vaccines. Flu strains change every year, so the annual vaccine protects against most new viruses that are circulating.

Source: National Safety Council Magazine 2017

Facts About the Flu

Body aches, runny nose, fever, headache and fatigue. These are some of the symptoms of the flu. The Centers for Disease Control and Prevention states that influenza is a contagious respiratory illness caused by flu viruses which often manifest suddenly. Although most people recover in a few days, the virus can be deadly for others. People at high risk of death from the flu include; people 65 years and older, people of any age with certain chronic medical conditions (such as asthma, diabetes, or heart disease), pregnant women and young children.

OSHA recommends employees follow these tips to help protect against contracting the flu virus:

- Get the flu vaccine
- Don't go to work if you're sick. If you have a fever and flu-like symptoms stay home until your fever has been gone for at least a day.
- Wash your hands regularly with soap and water for at least 20 seconds. If you don't have access to soap and water, use an alcohol-based hand sanitizer.
- Refrain from touching your face, particularly your nose, mouth and eyes.
- Be mindful of others. Cough or sneeze into a tissue or into your upper sleeves, and then wash your hands.
- Keep items you use regularly, such as your keyboard or telephone, clean. When possible, refrain from using a co-worker's office equipment. If you must, consider disinfecting any items you use.
- Keep your distance from people you suspect may be ill.
- Do your best to maintain a healthy diet, and exercise regularly.
- Check to see if your employer offers any training on how to stay healthy at work.

National Safety Council – Safety and Health Magazine
January 2016

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SAFETY PICTURE OF THE DAY



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WHAT TO DO IN CASE OF FIRE OR EMERGENCY IN A CAMPUS BUILDING...

1. Numbers to call in case of a fire or emergency:

A. From a campus (VOIP) phone
- 953-5114 (Citadel Public Safety)
-811 (Citadel Public Safety)

B. From a cell phone
-911 (Charleston 911 Dispatch Center)
-843-953-5114 (Citadel Public Safety)

2. Give the following information:

A. Name
B. Phone Number (Preferably a cell #)
C. Location (Bldg, Room #)

D. Nature of emergency (What is the situation?)
E. Number of Injured
F. Nature of Injuries (How/what is injured?)

DO NOT hang up until told to do so.

3. **ALL PERSONNEL MUST EVACUATE** the building when a fire alarm is sounding. **NO EXCEPTIONS!**

4. Know multiple routes out of your building. DO NOT use an elevator in the event of a fire or emergency.

5. Know where your fire extinguishers are located and what types of extinguishers are available.

6. Only attempt to extinguish a fire if you deem it safe enough and small enough. If in doubt, evacuate.

7. Know where the closest fire alarm pull station is located. Most are located near an exit or door to a stairwell.

8. Consider your co-workers. Provide additional help evacuating to those in need, i.e. injured, handicapped, and elderly.

9. Know where your muster points are located. All facilities should have a primary and alternate muster point to assemble and complete accountability of all faculty, staff and students. Muster points should be far enough away from the building to avoid impeding emergency response vehicles. Primary and alternate muster points should be located away from each other in case one is impacted by smoke, gases, etc.

10. Notify emergency responders of anyone that may still be left in the building and where they may be located.

11. **DO NOT RE-ENTER THE BUILDING** for any reason. Only re-enter the building after being given the **"ALL CLEAR"** by Public Safety and alarms have been silenced.

12. Close all doors in office, administrative and educational buildings after rooms have been evacuated. This is especially important if the room is on fire. Closed doors will help to compartmentalize the building and reduce the spread of fire.

13. Barracks doors will be left open with lights on after evacuation unless the room in question is on fire. That door will be closed. Barracks doors left open are to help assist in the evacuation and accountability process.

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Cold and Flu Season

I R F T Y A N M D L S P O X O
A M W V U N B A Z B K Y H L M
Z E M K Y T S O I S U R I V K
N S O U S I T I H C N O R B H
E C Y D N B Q J L K I F H A Z
U H D M U I A A P Y E S N U A
L I L Y P O Z H Y V Y D Y I K
F L O K Z T W A E X W I N H I
N L C S V I O R T A H O O W P
I S X S Q C Y M S I M T U S I
X X H P M S E H S U O L J L V
B A C T E R I A E S F N F R Y
F L Y Q U N E N X I I Q W A V
N I S U G U P G B Y B J O A I
J L Y E K Z Q F X Z R O T T S

ANTIBIOTICS
CHILLS
FLU
IMMUNIZATION
PNEUMONIA

BACTERIA
COLD
GERMS
INFLUENZA
SYMPTOMS

BRONCHITIS
FEVER
HANDWASHING
PHYSICIAN
VIRUS

THINK SAFETY



THE CITADEL FIRE MARSHAL'S OFFICE

NOVEMBER 2019

For most, the kitchen is the heart of the home, especially during the holidays.

THANKGIVING SAFETY

We all need to keep fire safety at the top of our minds in the kitchen during the holidays, especially when there's a lot of activity and people at home. As you start preparing your holiday schedule and organizing that large family get together, remember the following safety tips to keep yourself and you family safe from fire.

- Stay in the kitchen when cooking on the stovetop so you can keep an eye on the food.
- Stay in the home when you are cooking your turkey and check it frequently.
- Keep children away from the stove. The stove will be hot and kids should stay 3-feet away.
- Make sure your smoke alarms are working. Test them by pushing the test button.
- If frying a turkey follow all the manufacturers directions and have a **FULLY** thawed turkey to cook.



A Message from the Campus Fire Marshal:

Sunday, November 3rd, was daylight savings time, it means shorter days and darker evening commutes are ahead. One of the most important things that you need to do while you're setting your clocks back an hour is to be sure to change the batteries in your smoke alarms and to replace any smoke alarm that is 10 years old or older.

Roughly 3 out of 5 fire deaths that occur in the U.S. occur in homes with no smoke alarms, or no working smoke alarms.

Please don't be a statistic, check and replace your smoke alarms.

If you need help in checking your smoke alarm batteries, or need assistance in replacing a smoke alarm, contact the Environmental Health & Safety Office, and if you live off campus, contact your local fire department.

Think Safety.



Call 911 in case of a fire.

HEAT YOUR HOME SAFELY

Heating equipment is the leading cause of home fire deaths. Some simple steps can prevent most heating-related fires from happening:

- Keep anything that can burn at least 3-feet away from heating equipment, like the furnace, fireplace, wood stove, or portable space heaters.
- Have a 3-foot "kid-free zone" around open fires and space heaters.
- Never use your oven or an outside gas/charcoal grill to heat your home.
- Have heating equipment and chimneys cleaned and inspected every year by a qualified professional.
- Remember to turn portable heaters off when leaving the room or going to bed.
- Test smoke alarms at least once a month.

How much do you know about colds and flu?

- 1). **True or False:** Cold temperatures outside cause colds and flu.
- 2). **True or False:** Flu season ranges from December through March.
- 3). Which of the following tips for avoiding colds and flu are correct? Select all that apply.
 - Eat healthy foods to strengthen your immune system
 - Avoid touching your mouth, nose and eyes, and wash hands often
 - Drink hot tea with honey
 - Clean and wipe down shared surfaces such as counters, keyboards and phones
- 4). **True or False:** Any kind of soap is effective at removing germs if you vigorously rub hands together for 15 – 30 seconds.
- 5). **True or False:** Common colds can become sinusitis and influenza can turn into pneumonia if you don't get enough rest when you are sick.
- 6). **True or False:** Some over-the-counter cold and flu medicines can be dangerous when you drive a vehicle or work around machinery.
- 7). Flu symptoms can include which of the following? Select all that apply:
 - High fever 102 – 104° F
 - Rash
 - Nausea, vomiting and/or diarrhea
 - Muscle aches
- 8). **True or False:** Eating healthy foods and participating in moderate exercise can help avoid the flu.
- 9). **True or False:** A person is only contagious when they have a fever.

- 1). False
- 2). False – typically flu season November to April
- 3). A, B, D – possibly C
- 4). True
- 5). True
- 6). True
- 7). A, C, D are correct
- 8). True
- 9). False

8 Workplace Safety Tips Every Employee Should Know

#1 - Be Aware of Your Surroundings

#2 - Keep Correct Posture

#3 - Take Regular Breaks

#4 - Never Take Shortcuts on Procedures

#5 - Be Aware of New Safety Procedures

#6 - Keep Emergency Exits Clear

#7 - Report Unsafe Conditions

#8 - Always Wear Personal Protective Equipment.

What constitutes an OSHA recordable injury?

In order for an injury or illness to be recordable, it must be work-related. An injury is considered work-related if an event or exposure in the workplace caused or contributed or significantly aggravated a pre-existing condition.

Generally, a recordable injury or illness under OSHA is defined as one that requires medical treatment beyond first aid, as well as one that causes death, days away from work, restricted workdays, and transfer to another job or loss of consciousness.

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Contact Helen Ballestas (843) 953-1501 for more details



STOP THE BLEED

SAVE A LIFE



AMERICAN COLLEGE OF SURGEONS
Inspiring Quality
Highest Standards, Better Outcomes



THE
COMMITTEE
ON TRAUMA



AMERICAN COLLEGE OF SURGEONS
SAVE A LIFE
THE BLEED

BLEEDINGCONTROL.ORG

1 APPLY PRESSURE WITH HANDS



2 APPLY DRESSING AND PRESS



3 APPLY TOURNIQUET



WRAP WIND SECURE TIME

CALL 911

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